

re: Westchester insurance

**Subject:** re: Westchester insurance  
**From:** Emelia Tso <emelia.tso@lacity.org>  
**Date:** 08/01/2012 12:19 PM  
**To:** Donald Duckworth <duckworth.donald@gmail.com>

Hi Don,

Your BID'S D/O and G/L insurance will be expired on 08/27/2012.

*Please ask your insurance broker to log in the below link to submit the insurances electronically.*

<http://track4la.lacity.org>

*If the insurance is for state fund, please forward to me and I will ask the approval for you.*

*If you have any questions, please contact our staff at (213) 978-RISK (7475).  
Thank you for your cooperation.*

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Thanks.

Emelia Tso  
Administrative Service Division  
Office of City Clerk  
[213-978-1110](tel:213-978-1110)

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Thanks.

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